

# ABLE CHARITABLE TRUST (SOUTHERN FAMILY SUPPORT)

## Performance Report

for the year ended 30 June 2016

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# ABLE CHARITABLE TRUST (SOUTHERN FAMILY SUPPORT)

## Entity Information

**Legal Name** Able Charitable Trust (Southern Family Support)

**Type** Charitable Trust registered under the Charitable Trust Act 1957

**Registration Number** CC52530

**Purpose:** Supporting families/whanau that care for someone with a mental illness or addiction, to give families the strength and skills they need for a better life experience at home, in the community and at work.

**Structure** The Trust is governed by a Board of Trustees with a general manager managing the day to day operations of the Trust.

**Main Sources of Cash and Resources** Contracts with the Ministry of Social Development (MSD) and the Southern District Health Board (SDHB) for services, grants and donations.

**Main Methods Used to Raise Funds** Contracting to various government agencies, and fundraising both through grant applications and general fundraising.

**Reliance on Volunteers** The Trust relies on gifts of volunteer time and expertise to complete work in many essential roles such as governance, fundraising, and some operational areas such as support groups. Total voluntary hours per year are estimated to be 7800 hours. This is approximately 21% of paid employee hours per year.

**Additional Information** The Trust is the result of a merger of four smaller organisations; Supporting Families Southland for Mental Wellness, Supporting Families in Mental Illness Waitaki Branch Incorporated, Supporting Families in Mental Illness Central Otago Branch Incorporated and Schizophrenia Fellowship Otago Branch Incorporated. The Trust was formed in July 2015 and started trading on 1 November 2015.

**Physical Address** 34 Prince Albert Road, St Kilda, Dunedin 9012

**Postal Address** P O Box 4003, St Kilda, Dunedin 9046

**Contact and Phone** General Manager: Karen Goffe 03 455-5973

**Trustees** Stephanie Pettigrew (Chair), Karen Goffe(resigned), Micheal Harte, Fiona Hewitt, Ruth Jenkins, William Jennings (resigned), Malcolm MacPherson (resigned), Brendon Murray, Felicia Wade (resigned)

**Auditors** Audit Professionals, P O Box 620, Dunedin 9054

**Solicitors** Goldsmith Law

**Bankers** ASB Bank Invercargill

# ABLE CHARITABLE TRUST (SOUTHERN FAMILY SUPPORT)

## Statement of Service Performance

For the year ended 30 June 2016

### Outcomes that the Trust is seeking to achieve

To provide a regional, uniformly, consistent service covering the whole Southern District Health Board area, whose purpose is to support families/whanau in all matters concerning the well-being of people affected by mental illness and addictions. The service provided is free, mobile, confidential and flexible.

### Output Measures

During the year to 30 June 2016 Supporting Families Southland for Mental Wellness Inc, Supporting Families Central Otago in Mental Illness Inc, Supporting Families Waitaki in Mental Illness Inc, and Schizophrenia Fellowship Otago Branch merged their assets and liabilities to become Able Charitable Trust (Southern Family Support). The 4 founding organisations have been wound down.

With the creation of the Trust, all staff are employed by the Trust under the same terms and conditions. Administration functions have been streamlined to one set of procedures, instead of 4. Documentation used by staff for both Administrative purposes and for Clinical purposes have been streamlined and standardised. Policies and Procedures have been streamlined and standardised.

To facilitate this streamlining and standardisation computer systems have all been updated to Cloud based systems and hardware in both computers and telecommunications are in the process of being updated.

Other output measures:

Referrals for the period: 187  
Discharges for the period: 127  
Average length of stay for the period: 4.7 months  
All clients supported for the period: 1,678  
Kilometres travelled by fieldworkers: 70,500

There are no comparatives from the previous year as this is a new organisation.

# ABLE CHARITABLE TRUST (SOUTHERN FAMILY SUPPORT)

## Statement of Financial Performance

for the year ended 30 June 2016

	Notes	2016 \$
<b>Revenue</b>		
Contracts for Service	1	706,733
Grants, donations and fundraising	1	30,370
Sundry income	1	3,767
<b>Total Revenue</b>		<u>740,870</u>
<b>Expenses</b>		
Volunteer & Employment related cost	2	474,135
Costs of Programmes and Support	2	5,050
Administration costs	2	269,331
Property costs	2	60,619
Preliminary expenses	2	49,401
Other expenses	2	15,993
<b>Total Expenses</b>		<u>874,529</u>
<b>(Deficit) for the year</b>		<u><u>(133,659)</u></u>

*Note that the Trust commenced activities on 1 November 2015. Accordingly, the above reflects 8 months trading and there are no prior year comparatives.*

# ABLE CHARITABLE TRUST (SOUTHERN FAMILY SUPPORT)

## Statement of Financial Position

As at 30 June 2016

	Note	2016 \$
<b>Current Assets</b>		
Bank accounts and cash	3	602,695
Accounts Receivable		91,355
<b>Total Current Assets</b>		<u>694,050</u>
<b>Non - Current Assets</b>		
Property, plant and equipment	4	458,995
Trademarks and other Intangible Assets		817
<b>Total Non - Current Assets</b>		<u>459,812</u>
<b>Less Current Liabilities</b>		
Accounts Payable		28,766
GST Payable		27,921
Employee Costs payable		67,704
<b>Total Liabilities</b>		<u>124,391</u>
<b>Net Assets</b>		<u><u>\$1,029,471</u></u>
Represented by:		
<b>Accumulated Funds</b>		
Contributed equity	5	1,163,130
Accumulated deficits	6	(133,659)
<b>Total Funds</b>		<u><u>\$1,029,471</u></u>

*Note that the Trust commenced activities on 1 November 2015. Accordingly, the above reflects 8 months trading and there are no prior year comparatives.*

For and on behalf of the Trustees of Able Charitable Trust (Southern Family Support)

Chairperson.....

Dated .....October 2016

**ABLE CHARITABLE TRUST (SOUTHERN FAMILY SUPPORT)**  
**Statement of Cash Flows**  
For the year ended 30 June 2016

	Note	2016 \$
<b>Cash Flows from /(to) Operating Activities:</b>		
<b>Cash was received from</b>		
Cash transferred in from merged entities		779,552
Receipts from providing services		631,061
Grants, donations and fundraising receipts		30,370
Net GST received		27,921
		1,468,904
<b>Cash was applied to</b>		
Payments to suppliers and employees		822,423
Donations or grants paid		0
		822,423
<b>Net Cash Flows from Operating Activities</b>		646,481
 <b>Cash Flows from / (to) Investing Activities:</b>		
<b>Cash was applied to</b>		
Payments to acquire property, plant and equipment		42,969
Payments to purchase intangible assets		817
		43,786
<b>Net Cash Flows (to) Investing Activities</b>		(43,786)
<b>Net increase in Cash at Bank</b>		602,695
<b>Opening cash and bank balances</b>		0
<b>Closing cash and bank balances</b>		\$602,695

Represented by:

Cheque Accounts at ASB Bank	3	602,695
		\$602,695

*Note that the Trust commenced activities on 1 November 2015. Accordingly, the above reflects 8 months of trading and there are no prior year comparatives.*

# ABLE CHARITABLE TRUST (SOUTHERN FAMILY SUPPORT)

## Statement of Accounting Policies

For the year ended 30 June 2016

### **1. Basis of Preparation of Performance Report**

As the Trust is a registered Charity, it is required to comply with the new financial reporting framework for financial statements which has been developed by the External Reporting Board (The XRB). The Trust has adopted the Tier 3 accruals reporting framework as its annual operating expenses do not exceed \$2,000,000. As a charity, the Trust is not liable for income tax.

Transactions in the financial statements are reported using the accrual basis and historical cost bases on the assumption that the Trust will continue to operate in the foreseeable future.

These financial statements are presented in New Zealand dollars.

### **2. Specific Accounting Policies**

#### **Revenue and expenses**

All revenue items are recorded in the Statement of Financial Performance in the year that revenue is earned. All revenue and all expenses from all sources are recorded in the Statement of Financial Performance.

#### **Cash and Bank Balances**

Cash and bank balances in the Statement of Cash Flows comprise cash held and bank balances with original maturities of 90 days or less.

#### **Property, plant and equipment**

Property, plant and equipment are recorded at cost, less aggregate depreciation. The assets transferred from the merged organisations into the Trust were transferred at the book value shown in the originating organisations balance sheets at the transfer date of 1 November 2015. The Trust has the following classes of assets and depreciation rates:

Land	0%
Buildings & Development	3% Straight Line
Motor Vehicles	10- 26% Diminishing Value
Office furniture & Fittings	7.5-40% Diminishing Value
Plant & Equipment	10-100% Diminishing Value
Computer Equipment	10-60% Diminishing Value
Library Books	10% Straight Line

# **ABLE CHARITABLE TRUST (SOUTHERN FAMILY SUPPORT)**

## **Statement of Accounting Policies (continued)**

**For the year ended 30 June 2016**

### **Preliminary costs and Intangible Assets**

Preliminary costs have been recorded at costs and written off during the first year of trading.

Intangible Assets are recorded at cost and have not been amortised.

### **Receivables**

Receivables are stated at their estimated realisable value. Bad debts are written off in the year in which they are identified.

### **Comparative figures**

As this is the first year of operations of the Trust there are no comparative figures. The Trust started trading on 1 November 2015 but was established in July 2015.

### **GST**

The Trust is registered for GST. The figures in the financial and other statements have been prepared exclusive of GST, except for accounts receivable and accounts payable which are stated inclusive of GST. Any GST refund due at balance date is shown as an asset and any GST owing by the Trust at balance date is shown as a liability.

### **Operating Leases**

An operating lease is a lease that does not transfer substantially all the risks and rewards incidental to ownership of the asset. Lease payments under an operating lease are recognized as an expense on a straight line basis over the lease term.

### **Contributed Equity**

The contributed equity of the Trust comprises the net assets and liabilities of the four merged entities at the date of transfer 1 November 2015.



# ABLE CHARITABLE TRUST (SOUTHERN FAMILY SUPPORT)

## Notes to the Performance Report

for the year ended 30 June 2016

### 1. Analysis of Operating Receipts

2016

\$

*Contracts for Service comprise:*

Contracts MSD	73,142
Contracts SDHB	<u>633,591</u>
	<b><u>706,733</u></b>

*Grants, donations and fundraising comprise:*

General Donations received	370
Grant from Otago Community Trust for Focus Activity Centre	<u>30,000</u>
	<b><u>30,370</u></b>

*Sundry income comprises:*

Community Education Income	805
Room Hire	432
WINZ Subsidy	2,465
Other revenue	<u>65</u>
	<b><u>3,767</u></b>

### 2. Analysis of Operating Payments

2016

\$

*Volunteer & Employment related costs comprise:*

Wages and expenses other than administration and Management	437,397
Supervision	3,330
Travel & Accommodation including mileage	4,646
Staff & Conference meetings	2,184
Recruitment Costs	14,582
Staff Training	2,236
Trustee Expenses	9,274
Volunteer Expenses	<u>486</u>
	<b><u>474,135</u></b>

*Cost of Programmes and Support comprise:*

Activities Program	1,554
Carers Trips & Activities	680
Supporting Parents Healthy Children Activities	314
Education resources & expenses	409
Focus Activities	459
Safe Talk Program	722
Support Group Expenses	<u>912</u>
	<b><u>5,050</u></b>

# ABLE CHARITABLE TRUST (SOUTHERN FAMILY SUPPORT)

## Notes to the Performance Report (continued)

for the year ended 30 June 2016

### 2. Analysis of Operating Payments

2016

\$

*Administration Costs comprise:*

Salaries and allowances	206,971
Advertising & Branding	1,572
Telephone and communications	16,782
IT Support	9,141
Legal Expenses	14,342
General expenses	4,148
Stationery, printing and Postage	13,793
Subscriptions	2,080
Other	502
	<u>269,331</u>

*Property Costs comprise:*

Heat, light and power	4,649
Insurance	4,233
Rates	1,381
Rent	24,203
Repairs and maintenance – Buildings	287
Equipment	1,452
Expensed Equipment	472
Equipment rental	544
Cleaning	709
Motor vehicle expenses costs	<u>22,689</u>
	<u>60,619</u>

*Preliminary Expenses comprise:*

Legal Fees	26,136
Signage, branding, wages, trustee expenses & training	<u>23,265</u>
	<u>49,401</u>

*Other Expenses comprise:*

Depreciation	15,817
FBT	167
Loss on disposal of Assets	9
	<u>15,993</u>

### 3. Bank and Cash Balances

2016

\$

Cheque Account at ASB Bank	<u>602,695</u>
	<u>\$602,695</u>

# ABLE CHARITABLE TRUST (SOUTHERN FAMILY SUPPORT)

## Notes to the Performance Report (continued)

for the year ended 30 June 2016

### 4. Property, Plant, & Equipment

Asset Class	Opening Value	Purchases	Sales/ Disposals	Current Year Depreciation	Closing Value
	\$	\$	\$	\$	\$
Land	0	120,682	0	0	120,682
Buildings	0	257,034	0	5,141	251,893
Motor Vehicles	0	22,859	0	2,873	19,986
Computer Equipment	0	16,824	0	4,409	12,415
Library Books	0	2,219	0	148	2,071
Office Equipment	0	42,799	0	2,114	40,685
Plant & Equipment	<u>0</u>	<u>12,405</u>	<u>(9)</u>	<u>1,132</u>	<u>11,263</u>
	<u>0</u>	<u>474,822</u>	<u>(9)</u>	<u>15,817</u>	<u>458,995</u>

As this is the first year of operations there are no comparatives. The land and buildings are the properties at 2 Calder Street and 30 Prince Albert Road, Dunedin. Refer note 9 for rateable valuations.

### 5. Contributed Equity

**2016**  
\$

Opening balance	0
Transferred in from Supporting Families Southland for Mental Wellness	100,688
Transferred in from Supporting Families in Mental Illness Central Otago Branch Incorporated	(151)
Transferred in from Supporting Families in Mental Illness Waitaki Branch Incorporated	(4,358)
Transferred in from Schizophrenia Fellowship Otago Branch Incorporated	<u>1,066,951</u>
Closing balance	<u>1,163,130</u>

All balances were the net assets/liabilities at 1 November 2015. This comprised cash transferred of \$779,552, property, plant and equipment transferred of \$431,902 and other net liabilities taken over (mainly holiday pay) of \$48,324. Various contracts for service delivery were assigned to the Trust, effective 1 November 2015. It is intended to wind up the four merged entities once final financial statements are prepared for each entity for the year ended 30 June 2016.

### 6. Accumulated Surpluses or Deficits

**2016**  
\$

Opening balance	0
(Deficit) for the year	<u>(133,659)</u>
Closing balance	<u>(133,649)</u>

### 7. Bank Security

As at balance date the Westpac bank continues to hold a registered first mortgage charge over the Dunedin property as security for any borrowings. There were no borrowings at balance date.

# ABLE CHARITABLE TRUST (SOUTHERN FAMILY SUPPORT)

## Notes to the Performance Report (continued)

for the year ended 30 June 2016

### **8. Related Party Transactions**

There were no transactions involving related parties during the year, other than the transfer of net assets from the four merged entities as set out in note 5 above.

### **9. Property**

The Trust properties comprise the following with their most recent Government Valuations:

	<b>2016</b>
	<b>\$</b>
2 Calder St – Land value	205,000
2 Calder St – Improvements	260,000
30 Prince Albert Road – Land value	101,000
30 Prince Albert Road – Improvements	<u>79,000</u>
	<u>645,000</u>

### **10. Capital Commitments**

As at 30 June 2016 the Trust was committed to upgrading its computer and phone systems to the cost of \$32,000.

### **11. Lease Commitments**

As at 30 June 2016 the Trust was committed to operating leases for the Invercargill premises, the Oamaru premises and for a photocopier. The amount committed under the leases at 30 June 2016 was \$70,744.

### **12. Contingencies**

The Trust has no contingent assets or liabilities at 30 June 2016.

### **13. Subsequent Events**

There are no events that have occurred after balance date that would significantly affect these financial and other statements.